

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

April 10, 2015

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

COUNCIL MEETINGS

The City Council's work/study session scheduled for Thursday, April 16, 2015 is cancelled.

The City Council's next special work/study session is scheduled for **Wednesday, April 15, 2015** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: 1) Review of Revision to 2015-2020 Transportation Improvement Program (TIP) Ordinance, 2) Review of 2015 Comprehensive Plan Draft Updates (Plan Administration, Introduction, Glossary, Appendices A-G, and Revised Capital Facilities and Transportation Elements), and 3) Review of Comprehensive Plan Schedule.

The City Council's next regular meeting is scheduled for Monday, April 20, 2015 beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: 1) Recognition of Eagle Scout Ryan Trueb, and 2) Public Hearing and Adoption of Amended 2015-2020 Transportation Improvement Program (TIP) Ordinance.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Residents, business owners and others from the community are welcome to attend and ask questions or have a casual conversation with city officials. Feel free to drop in and enjoy a cup of coffee and hear what's going on in the city, provide input about city services and events, and ask questions. This casual monthly event is scheduled at the Recreation Pavilion, 5303 228th Street SW on Wednesday, May 13, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.
- **Lynnwood Extension Final Route & Stations to be Selected:** The Sound Transit Board is anticipated to select the final route and stations for the Lynnwood Link Extension at its Thursday, April 23, 2015 meeting. The Board meeting is scheduled from 1:30 to 4:00 p.m. at Union Station, Ruth Fisher Board Room 401 S. Jackson Street, Seattle. The Final Environmental Impact Statement (EIS) is available at area public libraries, the Sound Transit office and the project website www.soundtransit.org/LLE. More information about Board meetings is available at soundtransit.org/About-Sound-Transit/Board-of-Directors. The Lynnwood Link Extension Flyer is available on the city's website at www.cityofmlt.com.

COMMUNITY RELATIONS

- **Communications Plan:** For the past several months, the city has been working with Desautel Hege Communications on a Communications Action Plan. The 48-page plan outlines messaging guidelines as well as goals and strategies to create a visual identity and distinguish Mountlake Terrace from other cities in the Seattle Metropolitan area as a great place to locate for both residents and businesses. The plan will drive public engagement efforts for residents and businesses (current and prospective) and it includes a two-tiered list of priorities to accomplish during the 2015-2016 biennium.
- **Evergreen Awards:** Nominations are open for the seventh Annual Evergreen Awards. The program builds the community's pride, enhances the community's image, and promotes conservation. Nomination forms are available online at www.cityofmlt.com and at city facilities; they will be accepted through May 23, 2015. This time of year, we are in the field taking photos of the nominated properties.
- **Volunteer Boards and Commissions Recruitment:** The city is recruiting citizens to serve on its Boards and Commissions to help organize events, inform and advise the City Council, and get involved in the community. Volunteers use their time and talents to promote Mountlake Terrace and its events like National Night Out and Arts of the Terrace. Applications are due May 22, 2015. Visit the city's website for more details and an application at www.cityofmlt.com, click on For Residents/ Advisory Boards & Commissions or contact Virginia Olsen, City Clerk/Community Relations Director at (425) 744-6206 or volsen@ci.mlt.wa.us.
- **Web Redesign:** RFP's were accepted for experienced website design firms to redesign, develop and implement a new city website utilizing content on the existing website, as well as new information and features. The submittals will be reviewed and top vendors will be interviewed on April 29.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Snohomish County Population Growth:** According to the latest U.S. Census population estimates, Snohomish County had the fastest population growth rate of the 10 most populous counties in Washington State (for the time period of July 1, 2013 to July 1, 2014). The county added an estimated 13,137 residents. Snohomish County is currently the 3rd most populous county in the state, with King County ranking 1st and Pierce County ranking 2nd.
- **New World Emergency Dispatch:** A computer aided dispatch process for emergency response will "go live" on June 8, 2015. The process will be supported by *New World*, a technology software package that includes a record management system. *Every police and fire agency in Snohomish County will utilize New World.*
- **Code Limitations on Driveway Length to be Reviewed:** As follow-up to the adoption of the new Title 17 Subdivision Code, staff will immediately begin the process to review and recommend amendments to the driveway standards in the transportation code. This will address the current restriction on the length of driveways permitted for townhouse developments. This issue came to light during the update to the subdivision code because townhouses can otherwise be developed under the fee simple unit lot subdivision provisions

of the new subdivision code. However, it was discovered that the current restriction in the transportation code on driveway lengths could adversely limit the ability to develop a townhouse development on larger and/or deeper properties.

- **Gateway TOD Development Update:** A request for a Certificate of Planned Action Ordinance Consistency, along with an environmental checklist, was submitted on March 3 as the first formal application pertaining to the Gateway TOD development proposal beyond the pre-application conference held in early January. The purpose of the Planned Action Ordinance Certificate is to confirm whether the development as defined in the application is consistent with development allowed under the Planned Action Ordinance (PAO). If the project is found to be within the scope of the Planned Action Ordinance, no additional environmental analysis will be required except as specified in the PAO. In addition to the PAO Consistency application, the developer will also be able to apply for an amendment to the Gateway Place binding site plan now that the new subdivision code has been adopted (effective March 11). The binding site plan amendment will be necessary to carve off the Lot 8 portion of the Gateway Place binding site plan so that it can be merged with the Gateway TOD development site. The process for amending the existing binding site plan is defined in the new subdivision code.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** A grant of \$2,080,280 will fund construction of new pedestrian and bicycle facilities along Lakeview Drive and 236th Street SW, from the Interurban Trail to I-5. The improvements will increase commuting options for residents of Mountlake Terrace and other nearby jurisdictions. They will provide safe and convenient connections for pedestrians and cyclists from west Mountlake Terrace, east Edmonds, and the Interurban Trail to the Mountlake Terrace Transit Center and the Town Center. The grant award is estimated to fund a majority of the construction costs. A pre-construction meeting was held on April 1 with the contractor, Taylor's Excavators Inc., and work will begin in April.
- **Main Street Revitalization Project:** Based on discussions and comments received at the open house, the city is working with KPG to ensure that design improvements provide smooth flow of traffic, offer multiple modes of transportation through the Town Center, and maximize on-street parking opportunities. KPG is currently working on the 90% plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. Design is anticipated to be complete in mid 2015.
- **216th Street SW Storm Improvements (52nd Avenue to 53rd Place):** This project will replace the existing storm drain pipe on 216th Street SW between 52nd Avenue W and 54th Avenue W, and on 53rd Place W to the north of 216th. Work also includes installing new catch basins, and replacing short sections of curb and gutter. The storm system, concrete curb and gutter, and paving work is complete. Minor restoration and some utility repair work remain. Expect lane closures during utility repair, but no detours.
- **North Side Water Main Improvements:** This project will construct approximately 6,500 linear feet (1.2 miles) of new 6-inch, 8-inch, and 12-inch diameter ductile iron water main, together with 13 fire hydrants and 66 water services. This project replaces undersized and/or deteriorated water mains to provide adequate fire flows and system reliability consistent with the City's Comprehensive Water System Plan. The work will take place within 215th/216th

Streets between 61st and 66th Avenues, 56th Avenue W between 216th and 220th Streets, 218th and 219th Streets west of 58th Ave W, and in 54th Ave W and 216th Street SW from 214th Street to 56th Ave W. During the week of April 13, work is continuing at 56th Avenue W and 216th Street. A detour will be in place for 56th Avenue W between 218th Street SW and 220th Street SW during daytime work hours. This project is expected to be completed in summer 2015.

- **236th Street SW Pedestrian Accessibility Improvements:** This project will construct 18 new curb ramps in the existing sidewalks at the corners of the intersections along 236th Street SW between 48th and 56th Avenues W. There are currently only two curb ramps along this section of 236th. The sidewalk ramps will be constructed in accordance with the Americans with Disabilities Act (ADA) requirements. During the week of April 13, the contractor will be completing some punch list items. Work is expected to be complete this month.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **The Craze:** The SUMMER Recreation Craze Brochure is NOW out! It's on the web at: www.crazedigital.org.
- **Family Yoga & Boot Camp:** Starting Sunday April 12, families with children ages 2-7 years old are invited to move, dance, play, sing and meditate with Michelle Tobias in this great inclusive Family Yoga class at the pavilion from 9:30-10:30 a.m. Michelle is also offering a Boot Camp circuit-training course from 10:45-11:45 a.m. This class is a great opportunity to firm up and feel empowered for the summer.
- **Dance and Fitness:** Quarterly Dance and Fitness classes begin May 4. We're particularly excited to be offering lunchtime Zumba at the Ballinger Lake Clubhouse Mondays and Wednesdays at 10:30 a.m. Don't miss out on this opportunity to have a workout party with Vidette in one of our most beautiful facilities. We also offer zumba kids classes on Saturday mornings at the pavilion.
- **Couch to 5K:** Everyone loves Tour de Terrace and this year the pavilion fitness department is supporting Cedar Way Elementary PTO and Tour de Terrace in their annual 5K fun run fundraiser. Our Couch to 5K is starting May 4, Mondays and Wednesdays, 7:30-8:30 p.m. at the pavilion to get you prepared for the Tour De Terrace run on Saturday, July 25. For more information, contact Chloe Davenport at (425) 640-3107 / cdavenport@ci.mlt.wa.us.
- **Summer Dance & Fitness classes and camps:** Registration is open for seven exciting weeks of summer programs that start July 6. We're offering dance camps for ages 3-18 and weekly dance and fitness classes for all ages. Styles of dance and fitness include Ballet, Tap, Jazz, Modern Dance, Hip Hop, Irish Step, Hawaiian Hula, Couch to 5K, Boot Camp, Yoga, Zumba, and Fit 4 Baby. Check out all the details at www.crazedigital.org or visit our website www.mltrec.com and click on the link.
- **Dance Academy:** The Mountlake Terrace Dance Academy will be producing their own special version of "The Secret Garden" for this year's spring recital. Look for ticket sales in May for our two June 13 performances at the Mountlake Terrace High School Theater. For more information, contact Chloe Davenport at (425) 640-3107 / cdavenport@ci.mlt.wa.us.

- **Summer Camp Registration:** Summer Camp registration is off to an impressive start! As of April 7, registration is 36% higher than it was at this time in 2014. We are offering many different camps this summer including MLT All-Stars and Majors, Junior Kids Krew camp, Sports Camps, and Dance Camps. Also, NEW this year, we are offering Safety Camp at the Pavilion and Culinary Camp at Red Onion Burgers.
- **Ballinger Park Master Planning Process:** The first community meeting is Tuesday, April 14 at 6 p.m. as part of the RPAC special meeting at Ballinger Park. This will be a visioning meeting that Berger Partnership will administer. The meeting will be held in the Ballinger Clubhouse (Senior Center) at 23000 Lakeview Drive.
- **Free Swim Lessons for Third Graders:** Third grade students who live or go to school within the boundaries of the Edmonds School District have an opportunity to take three sets of swim lessons for free. FREE lessons are provided through a grant from the Verdant Health Commission. Contact the Recreation Pavilion for more information. As part of the program, swim instructors from Edmonds, Lynnwood and Mountlake Terrace will visit the 3rd grade classes to promote water safety by providing safety talks based on the American Red Cross Water Safety Program for children, Longfellow Whale Tales. The topics include “Reach, Throw, don’t go” (talks about not going into the water to rescue unless you’re trained), “Wave tide or ride follow the guide” (talks about following rules), “Don’t just pack it, wear your jacket” (talks about wearing a lifejacket in and around the water and on a boat), and “Know about boating, before you go floating” (talks about basic information about safety and personal water craft). This program helps promote water safety and encourages the use of the FREE swim lesson vouchers.
- **Swim Lesson Program:** Mountlake Terrace registration will begin April 8 and open and online registration will be April 8. The first session of spring swimming sessions will begin after Spring Break. Lessons will begin as follows: Monday and Wednesday, April 13; Tuesday and Thursday, April 14; Friday, April 17; Saturdays, April 18 and Sundays, April 19. The weekend lessons will run until June, the weekday lessons will have a second session before summer begins.
- **First Aid & CPR Class:** Fire District 1 has a Heartsaver First Aid /CPR class for anyone over 12 years old. Anyone interested can register at the Pavilion or online for the class that meets at the Fire District 1 Headquarters in Everett on Saturday, May 16, 9 a.m. to 4 p.m. for \$70. We will continue to promote these courses every other month.
- **Lifeguard In-Service:** The March In-Service took place March 6, as a Lifeguard EXPO. The April Lifeguard In-Service took place on Friday, April 3 as a follow up to the EXPO. Lifeguards practiced some of the rescues and skills that needed work as revealed at the Expo.
- **Basic, Intermediate & Puppygarten Dog Obedience:** Classes are offered throughout the year. Dogs must have current vaccinations. New sessions will begin the week of May 4.
- **One-Day Racquetball Tournament:** The one-day Racquetball Tournament will be Saturday, April 18.

- **Kids Love Soccer:** The next session is outdoors and begins April 16 at Ballinger Playfield. This program emphasizes sportsmanship, effort, learning and fun. This session is 8 weeks on every Sunday.
- **Evergreen Playfield Complex Playground:** The Evergreen Play Area Phase II has been installed and was open to the public on March 27. Both phases of the new play equipment were made possible by an \$85,000 Community Development Block Grant from Snohomish County.
- **Eagle Candidate Ryan Trueb:** Ryan has completed his Eagle Scout project with the City of Mountlake Terrace. Ryan installed the final piece of play equipment at Firefighters Memorial Park as part of the grant-funded enhancements. Ryan is scheduled to receive recognition from the City Council at the April 20 Council meeting.
- **Eagle Candidate Dakota Damiano:** Dakota has an interest in completing an Eagle Scout Project at the Matt Hirvela/Bicentennial Park. Dakota's project entails continuing the pathway created during the sidewalk project and gazebo installation at the park. Dakota has drawn up plans to extend the pathway to the north along the west edge of the park and has received approval from the Mount Baker Council of the Boy Scouts of America. Dakota will be scheduling his project for May 2015.
- **Brighton School Volunteer:** Clara Guyot, a sixth grade student at Brighton School, met with staff with an interest in her class to do a project along the creek bed. Clara and her group cleaned along the Hall creek corridor near the recent culvert project adjacent to the Community Clubhouse. Clara and the Destination Imagination team were recognized at the March 2 council meeting by the City Council and the Chair of the Recreation Park Advisory Commission Linda Rogers.
- **Girl Scout Troop 43752:** Park Staff met with the troop at Matt Hirvela\Bicentennial Park. They have an interest in projects throughout the park. The troop is interested in installing a bench, building some birdhouses, and placing a letterbox in the park. The troop will be fundraising in March with the intention of completing the projects in June.

POLICE DEPARTMENT UPDATES

(April 1, 2015 to April 7, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	24	14	10
Week	2	1	0

Patrol Statistics	Week	Year to date
Police Reports	48	906
Arrests / Misd. / Felony	7	236
Traffic Infractions	86	1197
Verbal Warnings	92	1017
Traffic Collisions	3	79
DUI's	0	10

FIR'S	15	267

Burglaries	Commercial	Residential
6600 244 th St SW	X	

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	6	1	81	59

Vehicle Thefts/Recoveries/Prowls

- 5700 241st St SW Stolen Vehicle Recovery
- 21400 48th Ave W Stolen Vehicle Recovery
- 6100 St Albion Way Theft from Auto
- 22800 Lakeview Dr Theft from Auto
- 7200 226th Pl SW Theft from Auto
- 6000 244th St SW Theft from Auto
- 21600 60th Ave W Theft from Auto
- 4500 216th St SW Vehicle Prowl

Significant Incidents:

- On 04/1/2015 at 1:30 a.m., A Mountlake Terrace Patrol Officer was conducting a drive through of the Mountlake Terrace High School when he noticed that the trees in the front of the school were covered with toilet paper. The officer continued to search the school grounds and found that the trees on the east side of the school in the courtyard had also been covered in toilet paper. No permanent damage was located. Edmonds School District Security was notified and given a case number.
- On 04/02/2015 at 3:40 a.m., Mountlake Terrace Officers were called to a possible rape in the area of the AM/PM at 44th and 212th. An intoxicated female on scene stated she had been digitally raped by what seemed to be a known suspect. During the course of the preliminary investigation the victim declined to go to the hospital for an examination or to assist with the investigation and subsequently left. Detectives will attempt to follow up but the investigation will be dependent on the cooperation of the complainant.

Detective Unit Update:

- Detectives completed an investigation where the victim forgot her credit card at the US Bank ATM. The card was subsequently used 3 times within the next hour. A detective was able to locate video surveillance and identify the same suspect in each unauthorized transaction. Prior to compromising the card the suspect had used his own card to make a transaction at US Bank. The suspect subsequently confessed and charges have been referred to the prosecutor's office.

Other items of interest:

- Commander Pickard left April 5 to attend the FBI National Academy in Quantico, Virginia as a member of Session #260. He will return after graduation in June.

- At the April 6, City Council meeting Chief Greg Wilson presented the following awards to the listed officers; *Certificate of Merit*: Detective Sergeant Mike Haynes, Officer Tim Krahn, Detective Dan MacKenzie; *Police Chief's Commendation*: Sergeant Pat Lowe, Officer Matt Porter, Officer Brian Moss, Officer Kat Brecht; *Medal of Distinguished Service*: Sergeant Scott Burkett, Officer Matt Porter; *Lifesaving Award*: Sergeant Pat Lowe.

Code Enforcement Property of the Week:

On April 7, 2015, Code Enforcement became aware of a property located in the 5200 block of 238th ST SW having multiple code violations. Observed in the front of the property was a truck that appeared to be inoperable and unused. One of the tires was flat and there appeared to be miscellaneous debris stored in the bed of the truck. These are violations of MTMC 8.15.050B1- all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure and MTMC 8.15.040I-accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back, or side yards of the property. A code violations case was opened and notice sent to the property resident and vehicle owner. Code Enforcement will continue to follow up with this property until it is compliant with the City's nuisance codes.



NEWS RELEASES

The following news releases issued this week can be found [here](#):

- Nominations Open for Annual Evergreen Awards
- Celebrate Earth Day at Ballinger Park April 25
- Don't Miss April Pools Day
- Citywide Comprehensive Plan Update Continues

MARK YOUR CALENDARS

- April 14, 6:00 p.m., Ballinger Park Master Plan, Ballinger Clubhouse
- April 25, 9:00 a.m.-12 p.m., Earth Day Volunteer Cleanup, Ballinger Park
- May 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee

- July 24-26, Tour de Terrace, Evergreen Playfield Complex
- August 4, 6:00 – 9:00 p.m. National Night Out, Evergreen Playfield Complex
- September 23, 7th Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
 - April 16 – Location TBD
 - May 21 – Location TBD
 - July 16 – Location TBD
 - August 20 – Location TBD
 - September 17 – Location TBD
 - October 15 – Location TBD
 - November 19 – Location TBD

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace